



LEROY D. BACA, SHERIFF

**County of Los Angeles**  
**Sheriff's Department Headquarters**  
**4700 Ramona Boulevard**  
**Monterey Park, California 91754-2169**



September 12, 2013

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
Los Angeles, California 90012

Dear Supervisors:

**ADVANCE NOTIFICATION OF INTENT TO ENTER INTO NEGOTIATIONS  
FOR A SOLE SOURCE AGREEMENT WITH JOHN D. CARR,  
DOING BUSINESS AS CARR CONSULTING SERVICES, TO PROVIDE THE  
LOS ANGELES COUNTY SHERIFF'S DEPARTMENT WITH  
CUSTODY AUTOMATION CONSULTING SERVICES**

**SUBJECT**

This letter provides advance notification to the Board that the Los Angeles County Sheriff's Department (Department) intends to enter into negotiations without engaging in a competitive solicitation process for a Sole Source Agreement (Agreement) with John D. Carr, Doing Business As Carr Consulting Services (Mr. Carr), for continuing consulting services on numerous ongoing and upcoming Custody Services Division automation projects.

**BACKGROUND**

Mr. Carr has provided consulting services to the Los Angeles County (County) Countywide Criminal Justice Coordination Committee (CCJCC) for the purpose of managing Information Systems Advisory Board (ISAB) projects from the late 1980s to the late 1990s. These were typically Board-approved, year-to-year contracts. From the late 1990s through December 31, 2012, Mr. Carr was engaged on two Information Technology Support Services Master Agreement (ITSSMA) work orders, both of which were competitively bid, renewed, and extended. Mr. Carr is currently providing custody systems consulting services under a purchase order that was competitively bid through

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the County's Internal Services Department. This purchase order is projected to expire on December 1, 2013.

### **FISCAL IMPACT/FINANCING**

The cost for Carr Consulting Services' three-year Agreement will be \$195,000 annually for a total of \$585,000. This figure represents Mr. Carr working an anticipated 1,500 hours per year at an hourly rate of \$130. The Agreement will be 100 percent funded by the Inmate Welfare Fund.

The Chief Information Office has reviewed the Department's sole source justification and concurs with this sole source approach.

### **SOLE SOURCE JUSTIFICATION**

The Department has undertaken a multi-year effort to improve information technology within its Custody Services Division. Several projects are in various stages of development or implementation. These systems include, but are not limited to, the following: Jail Information Management System (JIMS); Jail Health Information System (JHIS); Electronic Monitoring Program, Los Angeles County Offender Monitoring System (LACOMS); Inmate Video Visiting System (IVVS); Northpointe COMPAS Suite; and other directly related inmate services and management systems.

The complexity of the Department's jail operations, combined with its enormity and ever changing dynamic processes, requires the support of new and innovative information technology solutions. Mr. Carr possesses expertise in the planning, acquisition, development, and implementation of information technology, but also has a firm understanding of the Department's operations, as well as local, State, and national jail and criminal justice business processes, and the unique challenges of jail information systems. For these reasons we are requesting a three-year term to successfully complete the aforementioned projects and properly train the Information Systems Manager I identified by the Department.

Mr. Carr is uniquely qualified for this consulting engagement. Mr. Carr is the primary author of the large and complex JIMS Phase 1 and 2 agreement, the JHIS agreement, the LACOMS solicitation, and the IVVS hardware and software agreements. He is currently engaged in strategic planning for the Northpointe COMPAS Suite. He will also be crafting future phases of the JIMS project that includes the replacement of the Countywide legacy Automated Jail Information System (AJIS).

Mr. Carr would not be subject to the extensive and time-consuming learning curve required of a new consultant who would not be familiar with the Department's ongoing efforts to execute and maintain the aforementioned initiatives.

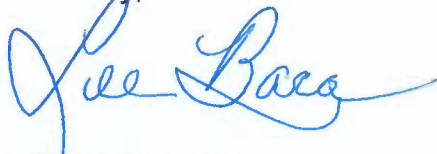
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The Department's Custody Automation Unit will continue to require specialized expertise for complex information technology projects. The Department has identified an existing Information Systems Manager I, who, while not possessing the requisite expertise presently, may, through informal training sessions and "hands on" participation with Mr. Carr, be relied upon to: perform strategic planning, perform feasibility studies, and requirement analysis; draft statements of work; initiate conceptual systems design; and perform project management, change management, and internal project auditing functions. Notwithstanding the foregoing, Mr. Carr's specialized expertise for complex projects will still be required for this three-year term.

**CONCLUSION**

Pursuant to Board policy, the Department will engage in sole source negotiations with Carr Consulting Services in two weeks unless otherwise instructed by the Board. Should additional information be requested, your staff may contact Contracts Manager Angelo Faiella at (323) 526-5183.

Sincerely,



LEROY D. BACA  
SHERIFF